

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, February 23, 2015

CALL TO ORDER: Following due call and notice thereof, Mayor Gran called the meeting to order at 6:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Joshua Gran, Council Members: DeWayne Schroeder, Paul Fisch and Robert Burns. Member Bob Lemke was absent. City Staff Present: City Clerk/Administrator: Ted Schoonover, City Electrician Matt Blocker, Police Sergeant Jim Stemper and Officer Jacklyn Heiden, County Environmental Services Director Rick Frank, Caledonia Argus reporter Kelley Stange. Guests: Norman Snodgrass.

AGENDA: Motion by Member Burns, second by Member Schroeder to approve the agenda. All members present voted in favor and the motion was declared carried.

CONSENT AGENDA APPROVAL: Motion by Member Fisch, second by Member Schroeder to approve the consent agenda, which consisted of the regular meeting minutes from January 23, 2015. All members present voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: Norman Snodgrass was present and informed the council that he is working on purchasing the old Coast to Coast Hardware Store and has a business that would be located within it. He would be required to add a 10' garage door entrance on S. Kingston St to facilitate the business. This should have no direct impact of the district and at one time there was a door located there in the 1950's. He stated it would be a graphic art and sign company and would benefit the area. Administrative Schoonover stated that he and Administrative Coordinator Mike Gerardy have reviewed the downtown business district zoning requirements and he would meet all the requirements, therefore no official action is needed from the City Council. Snodgrass did mention that he plans on rehabilitating the existing awning to make it more efficient and ascetic to the area. Schoonover did inform Snodgrass that CEDA has funding available for improvements that he is talking about doing and he would get him that contact information. No action taken.

NEW BUSINESS:

Rick Frank was present to present to the City Council the 2014 Houston County Collection Site annual report. The program is still operating in the black and doing very well. He did state that he foresees some changes coming on what we currently recycle and what we will be required to recycle and they are preparing for that transition. He also informed the council of the annual Fluorescent Bulb Collection that is scheduled for April 11, 2015 from 8:00 a.m. to 3:00 p.m. They are also planning a Household Hazardous Waste Collection (to include medications) on three different locations and dates. He will be posting those notices around all the communities. Motion by Member Burns, second by Member Fisch to approve the participation in the 2015 Fluorescent Bulb Collection program as presented. All members present voted in favor and the motion was declared carried.

Schoonover presented the council with a proposal from KLM Engineering for the inspection of both water towers. Tower one (North) would be a dry inspection conducted in conjunction with ongoing maintenance and Tower 2 (South) would be a wet inspection using a robotic camera. Total cost would be \$4,400 for both tanks and \$3,500 could be recovered from Verizon in accordance with our rental agreement with them. Motion by Member Fisch, second by Member Schroeder to approve the inspection. All members present voted in favor and the motion was declared carried.

Electrician Blocker presented the council with a quote for a new digger truck in the amount of \$218,277.00. This vehicle would have a 25 year life expectancy and that the current vehicle is getting to the age that no one will work on it and it can not be certified in 2016. He also stated that they budgeted \$250,000.00 for a replacement so we are well under budget on this purchase. Motion by Member Burns, second by Member Schroeder to approve the purchase of the new digger truck. All members present voted in favor and the motion was declared carried.

Blocker then stated that we are the point that we need to make a determination on the size of the transformers we want to purchase and install. He reminded the council that in 2014 they had determined that we could get by with the 6,650 kVA and the additional 13,000 kVA to run the system. Member Burns was concerned that with the smaller kVA transformer we could possibly run into a situation where we were forced to do roaming blackouts if a situation occurred like that last year in La Crescent and Spring Grove. By purchasing the additional kVA's we are also allowing for both residential growth and industrial growth for the future. Member Fisch stated that we have funds set aside and agrees that he would feel better to have a safety net and the growth ability. Blocker stated the transformer would take 9 months to be built so a decision needs to be made if we want to be operational in 2016. Motion by Member Schroeder, second by Member Burns to authorize the purchase of the two 13,000 kVA transformers. All members present voted in favor and the motion was declared carried.

Mayor Gran stated that the interviews were completed and that the personnel committee would like to recommend the hiring of Jessica Kohnen as the new Utility Billing Clerk for the City of Caledonia, pending an Memorandum of Understanding (MOU) with the City and Collective Bargaining Unit on wages and starting date. All members present voted in favor and the motion was declared carried.

SGT Stemper was present to ask the council to consider accepting Officer Heiden's request to move from the full-time officers position to a permanent part-time position as she will be moving to Rushford and will be outside the response time that is required to be a full-time officer. In essence we would transfer Officer Heiden to the permanent part-time position and promote Officer Nate Pearson to the full-time position. Mayor Gran asked SGT Stemper why we couldn't just move her to a permanent part-time position and leave the full-time position vacant, and that by doing so we could save the \$12,000 a year in benefits? SGT Stemper replied that it is more than having personnel to cover shifts it becomes an officer safety issue and that we cannot offer the same coverages with part-time officers and three full-time officers. He also felt that if we don't backfill that position we would more than likely lose Officer Pearson as he has been working here to move up not remain a part-time officer. Motion by Member Fisch, second by Member Burns to approve the switch in employees and allowing Officer Heiden to move into the permanent part-time officer and promoting Officer Pearson to the full-time position. Roll call of votes: Yes: Member Fisch, Member Burns, Member Schroeder and Mayor Gran. No: None. Motion was declared carried.

SGT Stemper then asked if the council would consider allowing Officer Heiden to remain at her current wage, if allowed to do so she would not request any yearly increases up until the wage plateaued out. By moving her she takes a \$2.02 an hour pay cut. The council felt it would be in the best interest of the city to allow the personnel committee to meet with them and discuss the positives and negatives of the situation and then make a recommendation to the council. No further action taken.

Schoonover presented the council with a request from the Ambulance Director to allow him to utilize the funding he receives from the Community Health Grant and pay the EMT's for their class time to remain certified, we did this in 2013. Schoonover also informed the council that the training and testing is becoming very difficult and feels this a good way to encourage them to remain on the department. Motion by Member Schroeder, second by Fisch to approve the request. All members present voted in favor and the motion was declared carried.

Schoonover presented the council with a recommendation from the Parks and Recreation Director asking for an increase in the pee-wee and t-ball programs. He feels that with the higher quality of shirts and their costs that the increase was justifiable. Schoonover also felt that we could take some of the funding that we used for the Assistant Manager and give the Director an increase as well as the umpires to ensure we can get adequate coverage for the games. Motion by Mayor Gran, second by Member Burns to approve the increase in the pee-wee and t-ball programs and to table the wage increases until a later date. All members present voted in favor and the motion was declared carried.

Schoonover presented the council with a letter of resignation from Assistant Librarian Eileen Jacobson. Eileen has been a faithful and loyal employee for 17 years and she will be greatly missed and accept her letter and thank her for her dedication and commitment to the Caledonia Public Library and it's residents. Motion by Member Burns, second by Member Schroeder to officially accept the letter. All members present voted in favor and the motion was declared carried.

Motion by Member Burns, second by Member Schroeder to approve the gambling permit for the Knights of Columbus Council 1198 on March 21, 2015 at St. Mary's Central Grade School. All members present voted in favor and the motion was declared carried.

Motion by Member Fisch, second by Member Burns to set a public hearing for March 23, 2015 at 6:10 p.m. to amend Ordinance 153.153 I-1 Limited Industry District. All members present voted in favor and the motion was declared carried.

Motion by Member Burns, second by Member Schroeder to set a public hearing for March 23, 2015 at 6:15 p.m. to amend Ordinance 51.20 Residential Collection Services. All members present voted in favor and the motion was declared carried.

The council reviewed the employee overtime reports. No action taken.

The next regular meeting will be on Monday, March 9, 2015, at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Member Schroeder, second by Member Fisch. All voted in favor and the motion was declared carried to adjourn at 8:05 p.m.

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Joshua D. Gran

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Ted A. Schoonover  
Clerk-Administrator

